



## VACANCY NOTICE

# Mercy Health Rockton Ave Campus - Rockford/ Belvidere North High School

The following position is available for the 2019-20 school year:

## Project SEARCH Teacher

DATE REQUIRED: ASAP  
WORK HOURS: 7:35 a.m. to 3:20 p.m.  
QUALIFICATIONS /  
EXPERIENCE DESIRED: PEL with LBS1 endorsement

Qualified applicants should complete an online application at [www.district100.com](http://www.district100.com). All **current employees** must submit an application under "Internal Applicants" within five (5) days of the posting date to be considered for this position. Please notify your current supervisor of your intent to transfer.

Human Resources Department  
Belvidere Community Unit School District 100  
1201 Fifth Avenue  
Belvidere, IL 61008  
(815) 544-0301

Posting: November 13, 2019

Community Unit School District 100 does not discriminate on the basis of age, race, creed, color, handicap, sex, sexual orientation, development disability, national origin, ancestry or marital status



## **JOB DESCRIPTION**

**Position:** Project Search Teacher

**Reports to:** Director of Special Education

**Qualifications:** Illinois Professional Educator License  
Learning Behavior Analyst -1 (LBS1) Endorsement  
Cooperative Education Endorsement

**Proficiency Skills:** Written and oral communication skills, student management, supervisory and Leadership skills. Ability to employ a variety of instructional strategies that connect the curriculum to the learners. Ability to deal with multiple tasks, computer competence, organizational and interpersonal skills. Personal Skills: Pleasant personality, cooperative attitude, physical skills and stamina to perform essential duties.

**Terms of Employment:** School Calendar; plus  
10-15 days in the summer (summer work compensated under the Collective Bargaining Agreement)

**Evaluation:** Project SEARCH Teacher will be evaluated by the Director of Special Education or designee. Performance of this job will be evaluated in accordance with the provisions of the Teacher Evaluation Plan.

**Basic Function:** Provide Instruction for the District 100 Project SEARCH site. To identify student strengths, interests and abilities related to skill acquisition, job development and placement. To seek an appropriate community job site consistent with the student's interests and skills. To determine and refer to appropriate community support services for training and successful employment. To work with local business and industry to meet their employment needs.

### **PERFORMANCE RESPONSIBILITIES:**

1. Provide specialized instruction for students in the Project SEARCH Site.
2. Coordinate with Host Employment Site, RAMP, and Department of Rehabilitative Services.
3. Facilitates home-school communication by such means as holding conferences, making phone calls, and sending written communications; works effectively with colleagues and exhibits the fundamentals of good public/customer service.



4. Identifies internship sites within the host business so that students can participate in a variety of work experiences in order to build marketable, competitive skills and leading to employment.
5. Supervise interns in their internships and coordinate with host site departments.
6. Develops Job Development Training Plan with students and appropriate support personnel.
7. Provides instruction at an appropriate instructional level with content development and building for transfer for students assigned to the teacher.
8. Assesses and encourages student progress by promoting engagement, monitoring student progress, responding to adequate and inadequate performances and showing support of students in an appropriate manner.
9. Manages the learning environment by using time efficiently, maintaining an effective physical setting for instruction and maintaining appropriate student behavior in the classroom and internship sites.
10. Communicates regularly with business liaison, skills trainers, and/or employment specialists for progress monitoring and problem solving.
11. Develops sites that will increase job specific skills, work quality and productivity.
12. Plans and implements monthly staffings for each student participant with appropriate parties including the Vocational Rehabilitation Counselor.
13. Recruits appropriate students with disabilities for Project SEARCH program (ages 18-22) from Belvidere #100 and surrounding districts.
14. Connects through referral and eligibility processes students to appropriate community services.
15. Attends IEP meetings for current students and possible student recruits.
16. Problem solve potential issues with interns, host site departments, and job coaches.
17. Other duties as assigned by the Director of Special or his/her designee.